**110-1學期開學後第四週起遠距教學/實體課程暨教室釋出申請(調查)表**

**Form for applying distance learning/in-person class since the fourth week of 110-1 semester and Freeing up classroom**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 說明：為因應嚴重特殊傳染性肺炎疫情發展，本校110-1學期上課方式，開學後第四週起修課人數達80人以上之課程，採遠距教學；修課人數未達80人，以實體課程為原則。  若有特殊情形者，請填列本申請表經教務處核定後，得採實體/遠距教學。另請原排課在校屬5棟教學館(共同、普通、新生、博雅及綜合)之遠距課程將上課教室釋出，提供實體課程使用。若同意釋出者，將由課務組統一辦理教室異動，原課程後續若有使用教室之需求，請另行借用教室。本申請表請於110年10月12日前送教務處課務組彙辦，如有相關問題，請洽曾俊綺股長 (33662388\*302)。  Instructions: In response to the COVID-19 pandemic,80 or above people selecting a course shall adopt distance learning from the fourth week of 110-1 semester. In principle, the class under 80 people will be in-person class.  In special cases, please fill out this application form before October 6th. In-person class/Distance learning can be adopted once approved by the Curriculum Division. Please free up classrooms in Lecture Buildings (Gongtong , Putong , Xinsheng , Boya ,and Zonghe) for courses with 80 people or under. If agreed to free up classrooms, please fill out this application form before October 6th and submit to the Curriculum Division. The Curriculum Division will uniformly change the classroom. If a former course has the need to use the classroom afterward, please lend another classroom. Please contact Tseng,Chun-Chi ([tel:33662388\*302](tel:33662388*302)) if you have any related questions. | | | | | | | | | | | |
| 課程識別碼 Curriculum Identity Number | 班次Class | 課程名稱 Course title | 授課教師  Teacher | 上課時段 Schedule | 上課教室 Classroom | 教室容量 The upper limit of the number of students in class | 修課人數 number of students | 授課方式 | 申請原因  Reasons for Online Courses | (僅限校屬5棟教學館須填列)  上課教室  是否釋出  Free up classrooms  (limited to five lecture buildings) | 教室不釋出原因  Reasons for refusing to free up classrooms |
|  |  |  |  |  |  |  |  | □實體上課  In-person class  □遠距教學  Distance learning | □採分班上課  class grouping  □沒有適合的教室容量  not appropriate class sizes  □其他：(請敘明理由)  others (please specify) | □是Yes  □否No |  |

承辦人： 單位主管： 教務處課務組： 教務長：